

**ARIZONA DEPARTMENT OF ECONOMIC SECURITY  
DIVISION OF DEVELOPMENTAL DISABILITIES**

**MONITORING REDESIGN CHARTER**

**BACKGROUND**

Arizona's Department of Economic Security (DES), Division of Developmental Disabilities (DDD) provides services and supports for 30,667 people with cognitive disabilities, autism, cerebral palsy and epilepsy. Approximately 2,494 individuals reside in a total of 891 contracted group home placements. The Division of Developmental Disabilities is responsible for monitoring its contracted group homes for programmatic and contractual compliance pursuant to ARS 36-557 and AAC, Title 6, Article 8. The Division performs onsite monitoring of these homes twice a year for programmatic and contractual compliance.

**PURPOSE**

The purpose of the charter is to review the programmatic and contractual requirements as outlined in AAC, Title 6, Article 8 and propose changes to improve the efficiency and quality of residential monitoring.

**TASKS**

The Workgroup will (1) review the programmatic and contractual standards for residential settings; (2) review the intent and interpretation of the monitoring standards from a provider, State, and consumer perspective; (3) outline and discuss the current monitoring process; (4) discuss proposed changes that would make the monitoring process more meaningful for consumers and providers and (5) develop recommendations to implement system changes necessary to improve the efficiency and quality of residential monitoring.

**WORKGROUP MEMBERS**

- (1) Division Quality Management Administrator
- (1) Division Quality Assurance Manager
- (1) Division Central Office Program Monitor
- (1) DES/OLCR Representative
- (2) AAPPD Representatives
- (1) Non-AAPPD Group Home Provider
- (2) Parent/family Member
- (1) Raising Special Kids Representative
- (1) ARC Representative
- (1) Self Advocate

**TIMELINES**

The Workgroup will have a written report with the elements listed in the Tasks Section on or before November 5, 2010. It is anticipated that this workgroup will meet every two weeks for three months to accomplish the tasks listed above.

**REPORTING**

The Workgroup will report progress every two weeks to the Assistant Director of the Division of Developmental Disabilities and monthly to the DES Director and Deputy Directors.

Sharon Z. Sergent  
Sharon Sergent, Deputy Director of Programs  
Arizona Department of Economic Security

8/26/10  
Date